

Information Systems Advisory Body



ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

14 November 18, 2014

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Chief of Police, City of Los Angeles

November 18, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AMENDMENT NUMBER ONE TO THE CONTRACT WITH
MTG MANAGEMENT CONSULTANTS, LLC FOR
MULTIMODAL BIOMETRIC IDENTIFICATION SYSTEM CONSULTING
SERVICES
(ALL DISTRICTS) (3-VOTES)**

**CIO RECOMMENDATION: APPROVE (X) APPROVE WITH MODIFICATION ()
DISAPPROVE ()**

SUBJECT

Approval of Amendment Number One (Amendment) to the Contract (Contract) between the County of Los Angeles (County) on behalf of the Information Systems Advisory Body (ISAB) and MTG Management Consultants, LLC (MTG) for Multimodal Biometric Identification System (MBIS) Consulting Services.

IT IS RECOMMENDED THAT THE BOARD:

Approve and authorize the Director of ISAB to finalize and execute an Amendment to the existing Contract with MTG, substantially similar to the attached Amendment, which will: (i) expand the scope of the Contract to include LiveScan consulting services to be provided by MTG; (ii) extend the term of the Contract for two years through December 9, 2016, with two additional one-year options exercised by the Director of ISAB in his sole discretion, in order to allow for the completion of LiveScan consulting services;

and (iii) increase the maximum total contract sum to \$365,635 to allocate for such LiveScan consulting services and the Contract term as extended by the Amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended Amendment is to engage MTG to assist the Los Angeles County Regional Identification System (LACRIS) of the County's Sheriff's Department (LASD) with developing and issuing a Request for Proposals (RFP) and negotiating the resultant agreement for the acquisition, implementation, and maintenance of a replacement LiveScan system, as well as providing assistance with the LiveScan system implementation.

LACRIS currently has a contract with MorphoTrust USA for maintenance of the existing LiveScan system. The proposed Amendment will allow LACRIS to engage MTG to provide consulting services through the completion of the procurement and implementation of the replacement LiveScan system, which will occur after the current Contract expiration date of November 30, 2016.

As part of LiveScan consulting services, MTG will provide support to LACRIS in the review of recently issued solicitations by other jurisdictions for acquiring LiveScan systems, review existing functional and system requirements of LACRIS, work with the County team in finalizing and writing the LiveScan RFP, research and document ways to enhance the quality of the LiveScan RFP, assist the Sheriff in evaluating vendor responses to the LiveScan RFP, participate in bidders' conference(s) and assist in responding to vendor questions, provide assistance and support during LiveScan contract negotiations, and assist with the implementation of the new LiveScan system.

Implementation of Strategic Plan Goals

The public/private partnership between the County and MTG supports Strategic Plan Goals No. 1, Operational Effectiveness, Goal No. 2, Fiscal Responsibility, and Goal No. 3, Integrated Service Delivery, by providing responsive, efficient and high-quality public service through teamwork and collaboration.

FISCAL IMPACT/FINANCING

Amendment Number One will increase the maximum County obligation over the maximum possible term of the Contract, as extended under this Amendment, by \$150,000 from \$215,635 to \$365,635. Funding for this Amendment will be provided by the Remote Access Network (RAN) Board. No new net County funds are being requested for this Amendment. There are no other fiscal impacts.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

This is not a Proposition "A" Amendment, since approval of this Amendment will not displace County employees, and the services offered under the Amendment currently cannot be performed by the individual County departments due to the need for specialized skills. Furthermore, LACRIS will not require MTG to perform services in excess of the Board-approved Contract Sum under the Contract, scope of work and/or Contract dates.

The Contract contains all the latest Board-required and policy driven provisions. Under this Amendment, the Time Off for Voting provision is also being added to the Contract.

CONTRACTING PROCESS

On September 13, 2012, the County released a Request for Proposals (RFP) for MBIS Consulting Services. The proposals were evaluated and MTG was selected as the highest-ranked qualified vendor meeting all RFP minimum requirements. As part of its proposal, MTG also accepted all of the terms and conditions included in the required Contract attached to the RFP.

The County selected MTG based upon predefined proposal evaluation criteria, including price, qualifications, technical capability, and extensive law enforcement biometric systems experience. Following your Board approval, the Contract with MTG was executed on December 10, 2012.

As part of MBIS consulting services, MTG has been assisting LACRIS with issuance of MBIS RFP and negotiating the resultant contract with the selected vendor. During performance of MBIS consulting services, MTG has gained great knowledge of the LACRIS system environment. By engaging MTG for the provision of LiveScan consulting services, LACRIS will benefit financially, among others, from such knowledge.

The LACRIS system environment consists of MBIS, which is the smart engine that retains and is used to identify fingerprints, and the LiveScan system as the front-end capture engine. The two systems are interdependent; one cannot work without the other, as fingerprints are collected via the LiveScan system and interfaced with the MBIS back-end identification engine. This Amendment will allow MTG to continue assisting the Sheriff with the LiveScan portion of the LACRIS system environment, which will need to be fully integrated with MBIS.

During these past 18 months, MTG has become intimately knowledgeable of the existing Sheriff operations. The Consultant is in a unique position to continue to assist the Sheriff with the seamless acquisition of the new LiveScan system. If MTG is unable to continue with the LiveScan portion of this project, the Sheriff will need to go out to bid to obtain similar consultant services. This would be very costly and time-consuming. Furthermore, MTG is a nationally recognized expert in assessing, planning, acquiring, and managing integration projects for law enforcement with particular emphasis on Automated Fingerprint Identification System (AFIS) and integrated justice systems.

As stated previously, MTG was selected as the lowest priced and highest scored technical expert in the biometric space via a competitive bid process. The additional work being recommended is more of the same type of work MTG has already been doing. It will consist of additional tasks, subtasks, and deliverables to be performed by MTG to assist the Sheriff in developing requirements and necessary acquisition documents leading to the procurement and implementation of new LiveScan equipment compatible with the newly acquired MBIS.

MTG will provide support to the County team in finalizing and writing all LiveScan specifications as necessary for a competitive bid solicitation. MTG will be responsible for researching and documenting issues that could enhance the quality of the LiveScan solicitation, assist in evaluating vendor responses to the LiveScan solicitation, participate in bidders' conferences and assist in responding to vendor questions, provide assistance and support during contract negotiations, and assist in the implementation of the LiveScan system, in other words, performing activities similar to

those performed during the MBIS phase of the project.

While the Contract was competitively bid, this Amendment is being entered into on a Sole Source basis, since the Amendment's scope exceeds the MBIS RFP. The Amendment has been reviewed and approved as to form by County Counsel. The Chief Information Office (CIO) recommends approval of this Amendment (CIO Analysis attached).

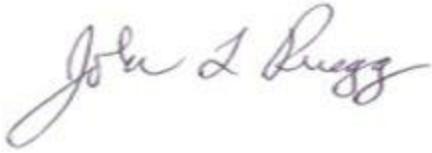
IMPACT ON CURRENT SERVICES (OR PROJECTS)

The current Contract with MorphoTrust USA for LiveScan maintenance services will expire in November 2016. This Amendment will allow for the development of an RFP for the replacement of the existing LiveScan system and assistance with its implementation before expiration of the current LiveScan system maintenance Contract.

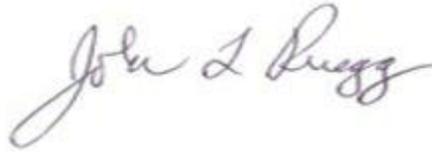
CONCLUSION

Upon your Board's approval, it is requested that the Executive Officer, Board of Supervisors, return two adopted stamped copies of the Board letter to: Information Systems Advisory Body, Attention Felix Basadre, Assistant Director, 12750 Center Court Drive, Suite 500, Cerritos, CA 90703.

Respectfully submitted,

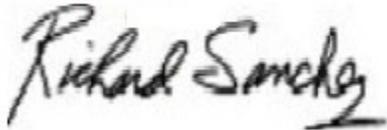


JOHN RUEGG
Director



JOHN RUEGG
Director

Reviewed by:



RICHARD SANCHEZ
Chief Information Officer

JR:FB

Enclosures

c: Executive Officer, Board of Supervisors
Chief Executive Officer
Auditor-Controller
County Counsel
Sheriff



RICHARD SANCHEZ
CHIEF INFORMATION OFFICER

Office of the CIO
CIO Analysis

NUMBER:

CA 14-26

DATE:

10/15/2014

SUBJECT:

**AMENDMENT NUMBER ONE TO THE CONTRACT WITH
MTG MANAGEMENT CONSULTANTS, LLC
FOR MULTIMODAL BIOMETRIC IDENTIFICATION SYSTEM
CONSULTING SERVICES**

RECOMMENDATION:

Approve Approve with Modification Disapprove

CONTRACT TYPE:

New Contract Sole Source
 Amendment to Contract Other: Describe contract type.

CONTRACT COMPONENTS:

Software Hardware
 Telecommunications Professional Services

SUMMARY:

Department Executive Sponsor: John Ruegg, Director, Information Systems Advisory Body

Description: Information Systems Advisory Body is requesting approval to finalize and execute an Amendment to the existing Contract with MTG for Multimodal Biometric Identification System (MBIS).

Contract Amount: \$365,635

Funding Source: Automated Fingerprint Identification System (AFIS) Fund. Approved by Remote Access Network (RAN)

Legislative or Regulatory Mandate Subvended/Grant Funded:

***Strategic and
Business Analysis***

PROJECT GOALS AND OBJECTIVES:

The proposed Amendment will provide the Los Angeles County Regional Identification System (LACRIS) Unit of the Los Angeles County Sheriff Department (LASD) with consulting services related to development and issuance of Request for Proposals (RFP) and negotiating the resultant Contract for the acquisition of a replacement LiveScan system.

BUSINESS DRIVERS:

LASD has an existing LACRIS Fingerprint Capturing System (LiveScan) provided by MorphoTrust USA for maintenance of the existing LiveScan system. The existing system is used by LASD and all Law Enforcement agencies within Los Angeles County. The existing Contract with MorphoTrust USA will expire on November 30, 2016. This Amendment will allow sufficient time for the implementation of the new Fingerprint Capturing System. LACRIS is managed by the Sheriff's Department, with

oversight, direction, and funding authorization by the Remote Access Network (RAN) Board. The purpose of this Amendment with MTG will assist in developing a new RFP to replace the existing Fingerprint Capturing System with a new state of the art solution.

PROJECT ORGANIZATION:

The Sheriff's LACRIS Unit is driving this project programmatically. The project has a dedicated Lieutenant assigned as the Local Cal-ID Project Manager who will be managing the ongoing operation of this project. CIO recommended and supported hiring a dedicated technical manager, in which LACRIS has received approval from RAN to hire an Information Technology Specialist to lead the technical implementation of the Project.

PERFORMANCE METRICS:

MTG will provide support to the County team in finalizing and writing all LiveScan specifications as necessary for a competitive bid solicitation. MTG will be responsible for researching and documenting issues that could enhance the quality of the LiveScan solicitation, assist County in evaluating vendor responses, participate in bidders' conferences, and assist in responding to vendor questions, provide assistance and support during contract negotiations, and assist in the implementation of the new Fingerprint Capturing System. These services are based on a fixed price deliverable.

STRATEGIC AND BUSINESS ALIGNMENT:

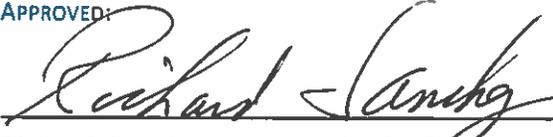
The proposed Amendment supports County Strategic Plan Goal 1, Operational Effectiveness, and Goal 2, Fiscal Sustainability, and Goal 3, Integrated Service Delivery. This service is strategically aligned with the Chief Information Office (CIO) initiatives.

PROJECT APPROACH:

The Amendment will enable the LACRIS Unit to implement the new Fingerprint Capturing System for the County of Los Angeles. A dedicated team and a Project Manager were assigned to manage this Project. A Project control document will be developed during the first few weeks of engagement to identify the milestones.

ALTERNATIVES ANALYZED:

MTG was selected via a competitive bid process, in December 2012. Other proposals were received and alternatives were evaluated.

<p>Technical Analysis</p>	<p>ANALYSIS OF PROPOSED IT SOLUTION: LACRIS is the body responsible for fingerprint identification services for all law enforcement agencies in the County. LACRIS is managed by the Sheriff, with oversight, direction, and funding authorization by the RAN Board. The current LACRIS application and hardware requires upgrading both aging Fingerprint Capturing Systems for the Sheriff and Los Angeles Police Department. Since the implementation of the LiveScan system, new technology has been developed which can provide a better integrated and industry standard solution to work with the new MBIS system.</p>						
<p>Financial Analysis</p>	<p>BUDGET: Contract costs</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">One time Services</td> <td style="text-align: right;">\$150,000</td> </tr> <tr> <td>Existing contract cost</td> <td style="text-align: right;">\$215,635</td> </tr> <tr> <td>Sub-total Contract Costs:</td> <td style="text-align: right;">\$365,635</td> </tr> </table>	One time Services	\$150,000	Existing contract cost	\$215,635	Sub-total Contract Costs:	\$365,635
One time Services	\$150,000						
Existing contract cost	\$215,635						
Sub-total Contract Costs:	\$365,635						
<p>Risk Analysis</p>	<p>RISK MITIGATION:</p> <ol style="list-style-type: none"> 1. There are minimal risks to this proposed Amendment. The existing fingerprint images follow the National Institute of Standards and Technology (NIST) guidelines. 2. The Chief Information Security Officer (CISO) reviewed the Amendment and did not identify any IT security or privacy related issues. 						
<p>CIO Approval</p>	<p>PREPARED BY:</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr style="width: 80%; margin: 0 auto;"/> <p>Fred Nazarbegian, Sr. Associate CIO</p> </div> <div style="text-align: center;"> <p><u>11-5-14</u></p> <hr style="width: 80%; margin: 0 auto;"/> <p>Date</p> </div> </div> <p>APPROVED:</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr style="width: 80%; margin: 0 auto;"/> <p>Richard Sanchez, County Chief Information Officer</p> </div> <div style="text-align: center;"> <p><u>11-5-14</u></p> <hr style="width: 80%; margin: 0 auto;"/> <p>Date</p> </div> </div>						

Please contact the Office of the CIO (213.253.5600 or info@cio.lacounty.gov) for questions concerning this CIO Analysis. This document is also available online at <http://ciointranet.lacounty.gov/>

AMENDMENT NUMBER ONE
TO
CONTRACT
BY AND BETWEEN
THE COUNTY OF LOS ANGELES
AND
MTG MANAGEMENT CONSULTANTS, LLC.
FOR
MBIS CONSULTING SERVICES

This Amendment Number One is entered into this ___ th day of November, 2014 by and between the County of Los Angeles, a body corporate and politic (hereinafter "County"), and MTG Management Consultants, LLC., located at 401 Second Avenue, Suite 240, Seattle, WA 98104, and amends that certain Contract by and between the County of Los Angeles on behalf of Information Systems Advisory Body ("hereinafter "ISAB") and MTG Management Consultants, LLC. (hereinafter "Contractor") for MBIS Consulting Services (hereinafter also "Services"), dated December 10, 2012, as modified by any Amendments and Change Notices thereto, including without limitation this Amendment Number One (hereinafter "Contract").

WHEREAS, County and Contractor have entered into the Contract for Services described under this Contractor, including MBIS Consulting Services; and

WHEREAS, County desires to amend the Contract to expand the scope of Services under the Contract to include LiveScan Consulting Services (as defined below).

NOW THEREFORE, in consideration of the foregoing and pursuant to *Paragraph 8 (Change Notices and Amendments)* of the Base Contract, County and Contractor hereby agree to amend the Contract as follows below.

1. The Contract is hereby incorporated by reference, and all of its terms and conditions, including capitalized terms defined therein, shall be given full force and effect as if fully set forth herein.
2. As a result of this Amendment Number One, the following definitions are added to *Paragraph 2 (Definitions)* of the Base Contract:

2.47 LIVESCAN

As used herein, the term "LiveScan" shall mean the art of capturing finger and palm prints of human subjects via an automated scanning machine.

2.48 LIVESCAN CONSULTING SERVICES

As used herein, the term "LiveScan Consulting Services" shall mean the consulting services relating to LiveScan that are to be provided by Contractor during the term of this Contract pursuant to Exhibit A (Statement of Work).

2.49 LIVESCAN RFP

As used herein, the term "LiveScan RFP" shall mean the request for proposals to be issued by County for the acquisition, implementation and maintenance of LiveScan System, with relation to which Contractor shall provide LiveScan Consulting Services under this Contract.

2.50 LIVESCAN SYSTEM

As used herein, the term “LiveScan System” shall mean the LiveScan system to be procured by County as a result of the LiveScan RFP.

2.51 LIVESCAN VENDOR

As used herein, the term “LiveScan Vendor” shall mean the vendor selected by County to provide LiveScan System as a result of the LiveScan RFP.

3. As a result of this adding LiveScan Consulting Services to the scope of Services, the following definitions relating under *Paragraph 2 (Definitions)* are revised:

2.28 MBIS

As used herein, the term “MBIS” shall mean the Multimodal Biometric Identification System to be procured by County as a result of the MBIS RFP.

2.29 MBIS CONSULTING SERVICES

As used herein, the term “MBIS Consulting Services” shall mean the consulting services relating to MBIS that are to be provided by Contractor during the term of this Contract pursuant to Exhibit A (Statement of Work).

2.30 MBIS RFP

As used herein, the term “MBIS RFP” shall mean the request for proposals to be issued by County for the acquisition, implementation and maintenance of MBIS, with relation to which Contractor shall provide MBIS Consulting Services under this Contract.

2.42 SERVICES

As used herein, the term “Services” shall mean MBIS Consulting Services and/or LiveScan Consulting Services, as applicable, to be provided by Contractor during the term of, and pursuant to, this Contract, as described in Exhibit A (Statement of Work), including Required Services and Optional Services.

2.52 SYSTEM

As used herein, the term “System” shall mean MBIS and/or LiveScan System, as applicable, to be procured by County as a result of the applicable request for proposals.

4. The term of the Contract is extended by deleting *Paragraph 4 (Term)* of the Base Contract in its entirety and replacing it with revised *Paragraph 4 (Term)* amended to read as follows:

4. TERM OF CONTRACT

- 4.1 The term of this Contract shall commence upon the Effective Date and shall continue for four (4) years thereafter, unless sooner terminated or extended, in whole or in part, as provided in this Contract (hereinafter “Initial Term”).
- 4.2 At the end of the Initial Term, County may, at its sole option, extend this Contract for two (2) additional one-year terms, one year at a time (hereinafter “Extended Term”). County shall be deemed to have exercised its extension option automatically, without further act, unless, no later than thirty (30) days prior to the expiration of the Initial Term, the Director, in his/her sole discretion, notifies

Contractor in writing that County elects not to extend the Contract pursuant to this Paragraph 4.2.

- 4.3 As used throughout this Contract, the word “term” shall include the Initial Term and the Extended Term, to the extent County exercises its option under this Paragraph 4.
- 4.4 Contractor shall notify County when this Contract is within six (6) months from the expiration of the term as provided for hereinabove. Upon occurrence of this event, Contractor shall send written notification to County’s Project Director, with a copy to County’s Project Manager, at the address set forth in Exhibit E (County’s Administration).
- 4.5 County maintains databases that track/monitor Contractor performance history. Information entered into such databases may be used for a variety of purposes, including determining whether County will exercise a Contract term extension option.

5. The Contract Sum is increased by deleting *Paragraph 5.1* under (*Contract Sum*) of the Base Contract in its entirety and replacing it with revised *Paragraph 5.1* amended to read as follows:

5.1 The Contract Sum under this Contract shall be the maximum total monetary amount payable by County to Contractor for supplying all tasks, subtasks, deliverables, goods, services and other work provided by Contractor during the term of the Contract and shall not exceed Three Hundred Sixty Five Thousand Dollars (\$365,635). There is no guarantee that the entire Contract Sum amount shall be paid to Contractor under the Contract.

6. A new Board required *Paragraph 64 (Time Off for Voting)* is added to the Base Contract to read as follows:

64. TIME OFF FOR VOTING

Contractor shall notify its employees and shall require each subcontractor to notify and provide to its employees information regarding the time off for voting law (Elections Code Section 14000). Not less than ten days before every statewide election. Every Contractor and subcontractors shall keep posted conspicuously at the place of work, if practicable, or elsewhere it can be seen as employees come or go to their place of work, a notice setting forth the provisions of Elections Code Section 14000.

- 7. The Statement of Work is expanded to include the added LiveScan Consulting Services by deleting *Exhibit A (Statement of Work)* in its entirety and replacing it with revised *Exhibit A (Statement of Work)*, attached hereto as Attachment 1 and incorporated herein by reference.
- 8. The Pricing Schedule is expanded to include the added LiveScan Consulting Services by deleting *Exhibit B (Pricing Schedule)* in its entirety and replacing it with revised *Exhibit B (Pricing Schedule)*, attached hereto as Attachment 2 and incorporated herein by reference.
- 9. Except as provided in this Amendment Number One, all other terms and conditions of the Contract shall remain unchanged and in full force in effect.

/

IN WITNESS WHEREOF, County and Contractor by their duly authorized signatures have caused this Amendment Number One to the Contract to be effective on the day, month and year first above written.

COUNTY OF LOS ANGELES:
INFORMATION SYSTEMS ADVISORY BODY

By _____
JOHN RUEGG, Director

CONTRACTOR: MTG Management Consultants, LLC.

By _____
Signature

Print Name

Title

APPROVED AS TO FORM:

MARK J. SALADINO
County Counsel

By _____

VICTORIA MANSOURIAN
Principal Deputy County Counsel

EXHIBIT A
STATEMENT OF WORK
FOR
MBIS CONSULTING SERVICES

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3. CONTRACTOR RESPONSIBILITIES
4. SCOPE OF WORK
 - 4.1 MBIS Consulting Services
 - 4.2 LiveScan Consulting Services

1. GENERAL

1.1 INTRODUCTION

This Exhibit A (Statement of Work) consists of tasks, subtasks, deliverables, goods, services and other work Contractor shall be required to provide to assist the County of Los Angeles (“County”) in procuring via Request for Proposals (“RFP”) and implementing a biometric system, comprised of a Multimodal Biometric Identification System (“MBIS”) and a LiveScan System, for the Los Angeles County Regional Identification System (“LACRIS”) of the Los Angeles County Sheriff’s Department (“LASD”).

The biometric project will take a “Best Practices” approach to develop the solicitations for the acquisition, implementation and maintenance of each system through an open competitive process. Traditional approaches to the development of a solicitation involve a detailed and time consuming “Needs Assessment” and “Comprehensive Requirements Analysis”. Given the standards-based nature of the biometric technologies and the requirement to be compliant with various National Institute of Standards and Technology (“NIST”) and Federal Bureau of Investigation (“FBI”) standards and relative maturity of vendor products, the biometric project will not try to “reinvent the wheel” in going through a process that other jurisdictions have already gone through in developing solicitations for acquiring biometric systems.

Each RFP will use information from the solicitations recently issued by other jurisdictions and “synthesize” them into a comprehensive RFP that meets the requirements of LACRIS.

Under the Statement of Work (“SOW”), Contractor will provide support to LACRIS in the review of such solicitations, review existing functional and system requirements of LACRIS, work with the County assembled team in finalizing and writing each RFP, research and document issues that could enhance the quality of such RFP, assist LACRIS in evaluating vendor responses to the RFP, participate in bidders’ conferences and assist in responding to vendor questions, provide assistance and support during agreement negotiations, and assist in the implementation of each system, as applicable.

1.2 OVERVIEW

The scope of work under this Contract in providing assistance in the development of each RFP shall include, but is not limited to:

- Assisting in the planning, development, releasing of the RFP, vendor evaluation, contract negotiations; and
- Providing support during the MBIS RFP lifecycle, including the development of an implementation plan for the new system.

1.3 OBJECTIVES

The Consultant firm shall develop a scope of work for the enhancement or replacement of the existing Automated Fingerprint Identification System (“AFIS”) and LiveScan system with a new multi-modal identification system (MBIS) and LiveScan System, respectively, that meet all County requirements, as determined through the evaluation and assessment process.

With respect to MBIS, County will be seeking to implement a System that will:

- Provide a biometric and web services standards based open architecture that will
 - Enable implementation of state-of-the-art AFIS (e.g. 10 print, palm print, latent) applications and workflows including integration with the current LiveScan fingerprint and mug shot systems
 - Provide for incremental enhancement/addition/replacement of applications and workflows for fingerprinting and facial data capture, iris, voice, scar, marks and tattoos, facial recognition and DNA biometric toolsets
 - Allow selection of best-of-breed applications from different vendors; provides for use of non-proprietary hardware, database software and open-standards application software interfaces
 - Store integrated subject biometric data (captured via the various biometric toolsets) that enables online inquiries and reporting based on integrated subject biometric data
- Be sized for planned growth
- Utilize ANSI/NIST/FBI record constructs
- Conform to national and international biometric standards
- Use Commercial Off-The-Shelf (COTS) hardware and software
- Provide configurable administrative controls
- Manage orchestration and transaction integrity of all sub-components of the MBIS
- Manage and control biometric data using subject biometric identifiers as keys
- Provide efficient and cost-effective storage and retrieval
- Detect and notify when systems, applications, equipment or networks are interrupted or when there is a loss of power
- Provide an operational County-approved disaster recovery site
- Provide for migration of fingerprints and mug shots from already existing County MBIS applications

1.4 DEFINITIONS

The capitalized terms used throughout this Exhibit A shall have the meanings given to such terms in this Exhibit A. All other capitalized terms used in this Exhibit A without definitions shall have the meanings given to such terms in the Base Contract or otherwise in the Contract, as applicable.

2. **MINIMUM QUALIFICATIONS**

Contractor, including every person proposed to be providing Services required under the Contract (“Consultant”), shall meet each of the minimum qualifications and requirements specified in the Contract and the Request for Proposals for MBIS Consulting Services.

3. **CONTRACTOR RESPONSIBILITIES**

Under the direction of County’s Project Manager, Consultant(s) shall perform the tasks and subtasks and produce the deliverables as set forth in this Statement of Work. Consultants’ responsibilities shall include but not be limited to:

- A. Performing all work on-site at County provided facilities during normal business hours (8 a.m. to 5 p.m., Monday through Friday, except County holidays) for the duration of the Contract. Prior written authorization by County's Project Manager shall be required for all work performed off-site.
- B. Providing one (1) hard copy and one (1) electronic copy (in Microsoft Office 2003 or higher: Access, Word, Excel, Visio or Project) of all final versions of project deliverables. Unless a working document, continued updates and delivery of a hardcopy and electronic copy will be required.
- C. Assisting the County Project Team in the development of the applicable RFP and vendor proposal evaluation, including coordinating resources and processes.
- D. Assisting County in support activities related to the release of each RFP.
- E. Identifying best practices and leverage other agencies' solicitation lessons learned in order to acquire the best solution for County.
- F. Interacting with all levels of County staff including executive management.
- G. If requested by County, assisting County with the implementation of the applicable System.

4. SCOPE OF WORK

This Section 4 outlines the minimum scope of work that must be performed by Contractor as part of the primary tasks, subtasks and deliverables.

The review and approval process for each deliverable shall be as follows:

1. Consultant(s) shall review and obtain County's Project Manager's prior approval for the format and content of each deliverable, as well as the planned duration for County review of each draft and final deliverable.
2. Consultant shall submit a draft of the completed Deliverable for County review, as defined in the applicable Project Control Document.
3. County will review each deliverable, document and provide written feedback within the agreed upon timeframe, as defined in the Project Control Document.
4. Consultant shall review and address all County feedback into the final Deliverable and submit to County's Project Manager for approval.

Contractor shall perform the following primary Tasks under this Statement of Work as part of the Required Services:

MBIS Consulting Services

- Task 1 – Develop Project Control Document
- Task 2 – Provide Project Management Assistance and Monitoring
- Task 3 – Assist in MBIS RFP Planning and Scope Analysis
- Task 4 – Review existing LACRIS System Functionality and Architecture
- Task 5 – Develop MBIS RFP and Evaluation Criteria
- Task 6 – Assist in Release of MBIS RFP
- Task 7 – Assist in Evaluation of Vendor Proposals
- Task 8 – Assist in Notifying Vendors
- Task 9 – Assist in Contract Negotiations

LiveScan Consulting Services

- Task 11 – Develop Project Control Document
- Task 12 – Provide Project Management Assistance and Monitoring
- Task 13 – Develop LiveScan SOW and Evaluation Criteria
- Task 14 – Assist in Release of LiveScan RFP
- Task 15 – Assist in Evaluation of Vendor Proposals
- Task 16 – Assist in Notifying Vendors
- Task 17 – Assist in Contract Negotiations
- Task 18 – Provide Assistance with LiveScan to MBIS Integration

4.1 MBIS CONSULTING SERVICES

TASK 1 – DEVELOP PROJECT CONTROL DOCUMENT

Contractor shall develop a Project Control Document (“PCD”) and submit it for written approval to County’s Project Manager. The Project Control Document shall include the following:

1. A detailed Project Plan developed using Microsoft Project 2003 or higher, comprised of the project tasks, activities, planned start and end dates, dependencies and responsibilities.
2. Project organization, roles and responsibilities and description of management structure for deliverable review and approval, as well as issue escalation and resolution.
3. Deliverables/milestones list describing planned dates for completing project deliverables and/or project milestones.
4. Any other information reasonably requested by County.

DELIVERABLE 1 – PROJECT CONTROL DOCUMENT

Contractor shall provide to County a PCD, including a Project Plan, within two (2) weeks of the Contract Effective Date developed in accordance with *Task 1 (Develop Project Control Document)*. This document shall be updated and maintained throughout the life of the project.

The Project Control Document shall be comprised of the following components:

1. Project Scope and Objectives – a brief statement of the scope and objectives of the project;
2. Project Organization, Roles and Responsibilities – A hierarchical structure depicting the organization of the project team and its reporting relationships, including a description of the primary roles and responsibilities of the project team members and any relevant organizational relationships;
3. Detailed Work Plan – A detailed narrative description of project with roles and responsibilities of project team members by task, subtask, timeframe to complete each task and any dependencies on other tasks;
4. Assumptions – A listing of all relevant assumptions made in the development of the Detailed work plan. All assumptions must be clearly documented;
5. Deliverables List – A list of the Deliverables to be produced for each Task and Subtask, including a paragraph description of each Deliverable;
6. Milestone Chart – A list of key project Milestones, including Deliverables, the target completion date and actual completion date;
7. GANTT Chart – A chart showing the Tasks, Subtasks, Milestones, critical path and dependencies organized by Deliverables, as appropriate, and in accordance with the Detailed Work Plan;
8. Communication Plan – A description of the primary means of communication that will be used throughout the project. This should include a description of any recurring Tasks and Subtasks (e.g., Status Meetings, etc.);
9. Risk Management – A description of the risk management process, including a tracking mechanism for potential project risks, the probability of those risks occurring, potential impact of those risks and risk mitigation strategies;
10. Change Management Process – A description of the change management process that will be used to mitigate any negative impact of the implementation plan and roll-out;

11. Escalation Procedures – A description of the process to be used to resolve project conflicts, including a diagram of the escalation process and key project team members responsible for decision-making and conflict resolution.

The PCD, including the Project Plan, may be modified only if such modification has been approved in advance in writing by County’s Project Manager. The Project Plan shall serve as the basis for the Project Schedule, which shall be updated upon finalization of the PCD, including the Project Plan, pursuant to *Task 1 (Develop Project Control Document)* and shall be attached to the Contract as Exhibit C (Project Plan).

TASK 2 – PROVIDE PROJECT MANAGEMENT ASSISTANCE AND MONITORING

Throughout the term of the Contract, under the direction of the County’s Project Manager, Consultant(s) shall assist in the day-to-day management of tasks and deliverables required to develop the MBIS RFP. While Consultant(s) will not be responsible for the performance of County personnel, Consultant(s) shall coordinate with County’s Project Manager and County MBIS Project Team Members to ensure that all tasks and deliverables are performed in a timely manner.

Project management shall include, but not be limited to:

1. Assisting in the day-to-day management of tasks and deliverables;
2. Supporting project planning and direction;
3. Assisting in the management and tracking of all issues and their resolution;
4. Assisting in the management of the project change control process;
5. Preparing agenda and minutes for weekly project management team meetings;
6. Updating the detailed Project Plan showing schedule changes from baseline and percentage of work completed as required;
7. Providing ongoing support and guidance to ensure appropriate knowledge transfer throughout the course of the engagement.

DELIVERABLE 2 – PROJECT MANAGEMENT ASSISTANCE AND MONITORING

Consultant(s) shall provide on-going support and management assistance and mentoring to County’s Project Manager through final development of the MBIS agreement in accordance with *Task 2 (Provide Project Management Assistance and Monitoring)*, including:

1. Preparing and presenting to County’s Project Manager a weekly Project Status Report to report project progress, plans and outstanding issues. The first status report shall be presented to County’s Project Manager fourteen (14) calendar days following the Contract Effective Date.
2. Meeting with County’s Project Manager at least weekly to review these status reports and any related matters. All variances shall be presented for approval at the status meeting.
3. Updating the PCD to reflect the changes based on County feedback.

TASK 3 – ASSIST IN MBIS RFP PLANNING AND SCOPE ANALYSIS

Consultant(s) shall provide assistance in the MBIS RFP planning and scope analysis by:

1. Working with MBIS Project Management Team to finalize Project Scope and conduct research as needed;
2. Developing a Stakeholders' (including end users) Questionnaire to capture needs and plans;
3. Conducting meetings and interviews to review the questionnaire and obtaining answers and clarifications;
4. Compiling questionnaire results and outcomes of the interviews and prepare the Stakeholders Report for County's Project Manager;
5. Assisting in the development of the MBIS RFP Strategy.

DELIVERABLE 3 – STAKEHOLDERS AND MBIS RFP STRATEGY REPORTS

Consultant(s) shall assist LACRIS in the planning activities and development of a scope for the MBIS RFP in accordance with *Task 3 (Assist in MBIS RFP Planning and Scope Analysis)*, including:

1. Meetings with MBIS Project Management Team, Stakeholders, Los Angeles County law enforcement agencies, Steering Committee to review Project Goals and Objectives;
2. Stakeholders Report in electronic format with a summary of questionnaire results and detailed analysis;
3. MBIS RFP Strategy Report.

TASK 4 – REVIEW EXISTING LACRIS SYSTEM FUNCTIONALITY AND ARCHITECTURE

Consultant(s) shall provide review of existing LACRIS system functionality and architecture, which shall include:

1. Reviewing the existing LACRIS systems and interfaces to identify the current functions, problems, opportunities, business processes and information needs;
2. Reviewing all existing reference material or documentation;
3. Reviewing existing system data models;
4. Reviewing existing system functional models;
5. Reviewing existing system functionality and features;
6. Reviewing existing system interfaces;
7. Documenting findings for the Project Team;
8. Assisting the Project Team in finalizing a technical architecture for the new system to be described in the MBIS RFP.

DELIVERABLE 4 – LACRIS SYSTEM OVERVIEW REPORT

Consultant(s) shall provide a high-level report for the existing LACRIS system in accordance with *Task 4 (Review Existing LACRIS System Functionality and Architecture)* together with the technical architecture for the new system.

TASK 5 – DEVELOP MBIS RFP AND EVALUATION CRITERIA

Consultant(s) shall assist with the development of the MBIS RFP by providing direction and leadership, analyzing best-of-breed and best-practices biometric identification technologies, developing the functional and technical requirements, evaluation model, selection criteria and documentation, and providing other related support services. As part of this Task 5, Consultant(s) shall:

1. Review four (4) solicitations issued by other jurisdictions (“Baseline Solicitation(s)”) and develop a detailed requirements list by identifying the mandatory and desirable requirements, as follows:
 - a. The following three (3) Baseline Solicitations:
 - i. Orange County
 - ii. San Francisco PD
 - iii. WIN
 - b. And one recent Baseline Solicitation recommended by Contractor, as approved by County’s Project Manager;
2. Contact the four (4) jurisdictions that issued the Baseline Solicitations and document what worked and what did not; prepare a Report for the Project Team;
3. Meet with the Project Team to vet the requirements and finalize MBIS RFP scope;
4. Prepare a complete Scope of Work for the MBIS RFP including:
 - a. functional requirements
 - b. technical architecture
 - c. system interface requirements
 - d. benchmark plan
 - e. evaluation plan
 - f. conversion plan
 - g. transition plan
 - h. acceptance plans
 - i. and any other pertinent plans
5. Develop a proposal evaluation and scoring procedure and detailed evaluation criteria
 - a. Evaluation criteria
 - b. Implementation schedule
6. Assist with development of a competitive acquisition plan and solicitation package and a formal MBIS RFP; and
7. Review and finalize the MBIS RFP that is ready for release.

DELIVERABLE 5 – RFP DOCUMENT AND EVALUATION CRITERIA

Consultant(s) shall provide the following deliverables in accordance with *Task 5 (Develop MBIS RFP and Evaluation Criteria)*:

1. Baseline RFP Review Reports
2. Baseline RFP Implementation Reports
3. Statement of Work for the RFP
4. Proposal Evaluation Model
- 5.

TASK 6 – ASSIST IN RELEASE OF MBIS RFP

Consultant(s) shall assist County in the release of the MBIS RFP at the direction of County’s Project Manager by performing, at a minimum, the following tasks:

1. Supporting the required MBIS RFP tasks – administrative and procurement requirements;
2. Providing support for vendor meetings;
3. Supporting the development of responses to vendor questions; drafting written responses;
4. Drafting write-up for MBIS RFP addenda, if needed.

DELIVERABLE 6 – ASSISTANCE IN RELEASE OF MBIS RFP

Consultant(s) shall provide assistance in the release of the MBIS RFP in accordance with *Task 6 (Assist in Release of MBIS RFP)*, which shall also include:

1. Attending the bidders’ conference;
2. Responding to vendor questions;
3. Assisting with MBIS RFP addenda, as needed.

TASK 7 – ASSIST IN EVALUATION OF VENDOR PROPOSALS

Consultant(s) shall assist County in the evaluation of proposals received by County in response to the MBIS RFP by:

1. Conducting detailed review of all vendor proposals;
2. Compiling a list of recent vendor customers implementing similar systems and requesting information if needed;
3. Developing and conducting Vendor Technology/Support/Performance Survey Questionnaire;
4. Preparing the Vendors Implementation and Performance Report;
5. Working with the Evaluation Committee and supporting the preparation of the Evaluation Scores for each proposal;
6. Participating in vendor customer site visits, as needed;
7. Preparing the evaluation summary write ups for each proposal;
8. Working with the Project Team to review and finalize the Evaluation Scores; and
9. Performing other tasks as reasonably requested by County for MBIS RFP evaluation.

DELIVERABLE 7– EVALUATION REPORT

Contractor shall provide the following deliverables following completion of *Task 7 (Assist in Evaluation of Vendor Proposals)*:

1. Vendor Customer Implementation and Performance Report;
2. Proposal Evaluation Document.

TASK 8 – ASSIST IN NOTIFYING VENDORS

Consultant(s) shall draft letters to vendors notifying them of the outcome of the MBIS RFP whether each such vendor was selected or not for the negotiation of the MBIS agreement with County.

DELIVERABLE 8 – VENDOR NOTIFICATIONS

Contractor shall assist County in providing notification letters to each vendor responding to the MBIS RFP in accordance with *Task 8 (Assist in Notifying Vendors)*.

TASK 9 – ASSIST IN CONTRACT NEGOTIATIONS

Consultant(s) shall assist County in the agreement negotiations with the selected vendor to provide the MBIS. As part of the MBIS agreement negotiations, Consultant(s) shall:

1. Attend contract negotiation meetings with the selected vendor, as needed;
2. Assist in resolving discrepancies identified during contract negotiations;
3. Provide assistance in finalizing the implementation plan and roll-out strategy, as needed.

DELIVERABLE 9 – ASSISTANCE IN CONTRACT NEGOTIATIONS

Consultant(s) shall provide assistance to County in contract negotiations with the selected vendor in accordance with *Task 9 (Assist in Contract Negotiations)*, which shall include meetings with County and vendor personnel.

TASK 10 – PROVIDE OPTIONAL SERVICES

County may from time to time, during the term of the Contract, submit to Contractor written requests for Optional Services using Pool Dollars not included in Contractor's Fixed Price Amount for the Required Services under the Statement of Work. In response to such request, Contractor shall submit to County for approval a proposed Work Order for such Optional Services and a not-to-exceed Maximum Fixed Price calculated using the Fixed Hourly Rate, if applicable. County and Contractor shall agree on the Work Order for the tasks and deliverables to be performed, the schedule of completion and the Maximum Fixed Priced, if applicable, for such Optional Services.

Optional Services County may procure using Pool Dollars may include, but are not limited to, researching biometrics technologies, vendor architecture and implementation models, best-practices in the use of biometrics identification, and other related areas to assist County in developing a comprehensive solution for the County of Los Angeles.

DELIVERABLE 10 – OPTIONAL SERVICES

Upon County’s request and agreement upon the Work Order, including the Maximum Fixed Price, Contractor shall provide to County Optional Services using Pool Dollars in accordance with *Task 10 (Provide Optional Services)*. Both the topic and the scope of any Optional Services shall be identified and approved by County’s Project Manager in advance.

4.2 LIVESCAN CONSULTING SERVICES

TASK 11 – DEVELOP PROJECT CONTROL DOCUMENT

Contractor shall develop a Project Control Document (“PCD”) and submit it for written approval to County’s Project Manager. The Project Control Document shall include the following:

1. A detailed Project Plan developed using Microsoft Project 2003 or higher, comprised of the project tasks, activities, planned start and end dates, dependencies and responsibilities.
2. Project organization, roles and responsibilities and description of management structure for deliverable review and approval, as well as issue escalation and resolution.
3. Deliverables/milestones list describing planned dates for completing project deliverables and/or project milestones.
4. Any other information reasonably requested by County.

DELIVERABLE 11 – PROJECT CONTROL DOCUMENT

Contractor shall provide to County a PCD within two (2) weeks of the execution of Amendment Number One to the Contract developed in accordance with *Task 11 (Develop Project Control Document)*. This document shall be updated and maintained throughout the life of the project.

The Project Control Document shall be comprised of the following components:

1. Project Scope and Objectives – a brief statement of the scope and objectives of the project;
2. Project Organization, Roles and Responsibilities – A hierarchical structure depicting the organization of the project team and its reporting relationships, including a description of the primary roles and responsibilities of the project team members and any relevant organizational relationships;
3. Detailed Work Plan – A detailed narrative description of project with roles and responsibilities of project team members by task, subtask, timeframe to complete each task and any dependencies on other tasks;
4. Assumptions – A listing of all relevant assumptions made in the development of the Detailed work plan. All assumptions must be clearly documented;
5. Deliverables List – A list of the Deliverables to be produced for each Task and Subtask, including a paragraph description of each Deliverable;
6. Milestone Chart – A list of key project Milestones, including Deliverables, the target completion date and actual completion date;
7. GANTT Chart – A chart showing the Tasks, Subtasks, Milestones, critical path and dependencies organized by Deliverables, as appropriate, and in accordance with the Detailed Work Plan;
8. Communication Plan – A description of the primary means of communication that will be used throughout the project. This should include a description of any recurring Tasks and

Subtasks (e.g., Status Meetings, etc.);

9. Risk Management – A description of the risk management process, including a tracking mechanism for potential project risks, the probability of those risks occurring, potential impact of those risks and risk mitigation strategies;
10. Change Management Process – A description of the change management process that will be used to mitigate any negative impact of the implementation plan and roll-out;
11. Escalation Procedures – A description of the process to be used to resolve project conflicts, including a diagram of the escalation process and key project team members responsible for decision-making and conflict resolution.

TASK 12 – PROVIDE PROJECT MANAGEMENT ASSISTANCE AND MONITORING

Throughout the term of the Contract, under the direction of the County’s Project Manager, Contractor shall assist in the day-to-day management of tasks and deliverables required to develop the LiveScan RFP. While Contractor will not be responsible for the performance of County personnel, Contractor shall coordinate with County’s Project Manager and County’s LiveScan Project Team Members to ensure that all tasks and deliverables are performed in a timely manner.

Project management shall include, but not be limited to:

1. Assisting in the day-to-day management of tasks and deliverables;
2. Supporting project planning and direction;
3. Assisting in the management and tracking of all issues and their resolution;
4. Assisting in the management of the project change control process;
5. Preparing agenda and minutes for weekly project management team meetings;
6. Updating the applicable detailed Project Plan showing schedule changes from baseline and percentage of work completed as required;
7. Providing ongoing support and guidance to ensure appropriate knowledge transfer throughout the course of the engagement.

DELIVERABLE 12 – PROJECT MANAGEMENT ASSISTANCE AND MONITORING

Contractor shall provide on-going support and management assistance and mentoring to County’s Project Manager through final development of the LiveScan System agreement in accordance with *Task 12 (Provide Project Management Assistance and Monitoring)*, which shall include:

1. Preparing and presenting to County’s Project Manager a weekly Project Status Report to report project progress, plans and outstanding issues. The first status report shall be presented to County’s Project Manager within fourteen (14) calendar days following the execution of Amendment Number One to the Contract.

2. Meeting with County’s Project Manager at least weekly to review these status reports and any related matters, with all variances being presented for approval at the status meeting.
3. Updating the PCD to reflect the changes based on County feedback.

TASK 13 – DEVELOP LIVESCAN SOW AND EVALUATION CRITERIA

Contractor shall assist with the development of the SOW for LiveScan System implementation that will prescribe the activities of the selected LiveScan Vendor through implementation and an operational SOW that will specify how the LiveScan Vendor will operate and maintain the LiveScan System following its implementation.

DELIVERABLE 13 – LIVESCAN DOCUMENT AND EVALUATION CRITERIA

Contractor shall provide the following deliverables in accordance with *Task 13 (Develop LiveScan SOW and Evaluation Criteria)*:

- Deliverable 13.1 – LiveScan SOW
- Deliverable 13.2 – Acquisition Plan
- Deliverable 13.3 – Evaluation Plan

TASK 14 – ASSIST IN RELEASE OF LIVESCAN RFP

Contractor shall assist County in the release of the LiveScan RFP at the direction of County’s Project Manager by performing, at a minimum, the following tasks:

1. Supporting the required LiveScan RFP tasks – administrative and procurement requirements;
2. Providing support for vendor meetings;
3. Supporting the development of responses to vendor questions; drafting written responses;
4. Drafting write-up for RFP amendments, if needed.

DELIVERABLE 14 – ASSISTANCE IN THE RELEASE OF LIVESCAN RFP

MTG shall provide assistance in the release of the LiveScan RFP in accordance with *Task 14 (Assist in Release of LiveScan RFP)*, which shall also include:

1. Attending the bidders’ conference;
2. Responding to vendor questions;
3. Assisting with LIVESCAN RFP addenda, as needed.

TASK 15 – ASSIST IN EVALUATION OF VENDOR PROPOSALS

Contractor shall assist County in the evaluation of proposals received by County in response to the LiveScan RFP by:

1. Conducting detailed review of all vendor proposals;
2. Compiling a list of recent vendor customers implementing similar systems and requesting information if needed;
3. Developing and conducting Vendor Technology/Support/Performance Survey Questionnaire;
4. Preparing the Vendors Implementation and Performance Report;
5. Working with the Evaluation Committee and supporting the preparation of the Evaluation Scores for each proposal;
6. Participating in vendor customer site visits, as needed;
7. Preparing the evaluation summary write ups for each proposal;
8. Working with the Project Team to review and finalize the Evaluation Scores; and
9. Performing other tasks as reasonably requested by County for LiveScan RFP evaluation.

DELIVERABLE 15 – EVALUATION REPORT

Contractor shall provide the following deliverables following completion of *Task 15 (Assist in Evaluation of Vendor Proposals)*:

1. Vendor Customer Implementation and Performance Report;
2. Proposal Evaluation Document.

TASK 16 – ASSIST IN NOTIFYING VENDORS

Contractor shall draft letters to vendors notifying them of the outcome of the LiveScan RFP whether each such vendor was selected or not for the negotiation of the LiveScan System agreement with County.

DELIVERABLE 16 – VENDOR NOTIFICATIONS

Contractor shall assist County in providing notification letters to each vendor responding to the LiveScan RFP in accordance with *Task 16 (Assist in Notifying Vendors)*.

TASK 17 – ASSIST IN CONTRACT NEGOTIATIONS

As part of the LiveScan System agreement negotiations, Contractor shall:

1. Attend contract negotiation meetings with the selected vendor, as needed;

2. Assist in resolving discrepancies identified during contract negotiations;
3. Provide assistance in finalizing the implementation plan and roll-out strategy, as needed.

DELIVERABLE 17 – ASSISTANCE IN CONTRACT NEGOTIATIONS

Provide assistance to County in contract negotiations with the selected LiveScan Vendor in accordance with *Task 17 (Assist in Contract Negotiations)*, which shall include meetings with County and LiveScan Vendor personnel.

TASK 18 – PROVIDE ASSISTANCE WITH LIVESCAN TO MBIS INTERGRATION

Contractor shall assist and advise County and the awarded LiveScan Vendor with the initiation of the project, with a focus on enduring that integration with the MBIS is well orchestrated and coordinated. This will include facilitation of introductory meetings, establishment of ongoing partnerships and reporting hierarchies, and collaboration tools between the County and the LiveScan Vendor.

DELIVERABLE 18 – ASSISTANCE WITH LIVESCAN TO MBIS INTERGRATION

Contractor shall provide assistance to County with LiveScan System to MBIS integration in accordance with *Task 19 (Provide Assistance with LiveScan to MBIS Integration)*, which shall include on-going progress reports regarding the LiveScan Vendor's progress.

EXHIBIT B
PRICING SCHEDULE
FOR
MBIS CONSULTING SERVICES

1. REQUIRED SERVICES

All Required Services shall be provided by Contractor and any of its Consultants under the Contract in accordance with Paragraph 3 (Work) of the Base Contract and Exhibit A (Statement of Work) following approval and acceptance by County. Contractor shall provide all Required Services specified in Exhibit A (Statement of Work) at the Fixed Priced Amount of \$179,635 for MBIS Consulting Services and \$150,000 for LiveScan Consulting Services, which shall not increase during the term of the Contract. Contractor shall not charge County for any other expenses, including any travel or living expenses, for the provision of Required Services.

2. OPTIONAL SERVICES

All Optional Services shall be provided by Contractor and any of its Consultants under the Contract in accordance with Paragraph 3 (Work) of the Base Contract and Exhibit A (Statement of Work) following agreement on a Work Order, including a Maximum Fixed Price, and a notice to proceed from County. All Optional Services shall be provided at, and the Maximum Fixed Price shall be calculated based on, the Fixed Hourly Rate of \$160 per hour, which shall not increase during the term of the Contract. The maximum amount of Pool Dollars for the provision of Optional Services allocated for the term of the Contract, including any Extended Term, shall not exceed \$36,000. Contractor shall not charge County for any other expenses, including any travel or living expenses, for the provision of Optional Services.

3. CONTRACT SUM

The Contract Sum shall be County's maximum obligation under the Contract and shall include the cost of any Services, including Required Services for MBIS Consulting Services and LiveScan Consulting Services and Optional Services provided by Contractor and any of its Consultants pursuant to the Contract. The maximum Contract Sum under the Contract, including any and all sales tax amounts, is \$ 365,635, as further specified in Paragraph 5 (Contract Sum) of the Base Contract.